



DEPARTMENT OF THE NAVY

COMMANDER NAVAL AIR FORCE RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5200

Canc: Jul 07

COMNAVAIRFORESNOTE 3110
N532

JUL 14 2006

COMNAVAIRFORES NOTICE 3110

From: Commander, Naval Air Force Reserve

Subj: DISESTABLISHMENT OF HELICOPTER ANTI SUBMARINE SQUADRON
SEVEN FIVE (HS 75) AT NAVY OPERATIONAL SUPPORT CENTER
(NAVOPSPTCEN) JACKSONVILLE, FLORIDA

Ref: (a) OPNAVINST 3011.14V

Encl: (1) Plan of Action and Milestones (POA&M) for the
Disestablishment of HS 75
(2) POA&M Key Personnel Listing

1. Purpose. To publish planning milestones and responsibilities required to effect the orderly disestablishment of HS 75.

2. Discussion

a. The source document that promulgated the disestablishing HS 75 projected for 31 March 2007. Enclosure (1) of this instruction is provided to ensure proper planning and tracking of facilities, manpower, materials, and equipment. Enclosure (1) also provides the action requirements and schedule for completing disestablishing HS 75.

b. Commander, Navy Reserve Forces Command (N532) is designated as the Milestone Manager for this POA&M. Enclosure (2) lists key personnel from appropriate codes and departments that formulated this POA&M.

3. Action. Staff action codes are assigned responsibilities per Enclosure (1). Lower echelon activities are also listed for coordination or action as appropriate. Completing POA&M actions and any problems encountered which may severely affect the disestablishment shall be reported to the Milestone Coordinator, COMNAVRESFORCOM (N532) at DSN 678-5040, commercial (504)

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678-5040 or E-MAIL: Steve.Vinson@navy.mil unless otherwise noted, milestone action shall be completed by the last day of the month indicated in enclosure (1).


D. L. ROY
Chief of Staff

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POA&M FOR THE DISESTABLISHMENT OF HELICOPTER
ANTISUBMARINE SQUADRON SEVEN FIVE (HS 75)

M/S	ACTION	SUPPORTING	MILESTONE	COMPLETE NLT
1	HS 75	PERS 4012 CHWR	Update FTS detailing Spread Sheets.	04/06
2	HS 75 PERS 4012	CHWR CNRFC N1	Make personnel adjustments with detailers. Suppress manpower requisition.	06/06
3	HS 75	NOSC JAX CHWR CNRFC N1	Coordinate SELRES personnel adjustments local RPD, submit UAL.	06/06
4	HS 75	CHWR	Determine aircraft disposition.	08/06
5	HS 75	CHWR PERS 4012	Verify all FTS have received orders.	08/06
6	HS 75 CHWR	CNRFC N42	Verify "O" level SE and tool/IMRL inventory records, provide list to CNRFC for disposition.	09/06
7	NRPC	HS 75 CHWR	Begin personnel transfers. (Subject to A/C transfers)	10/06
8	HS 75	CHWR NAR JAX	Inventory plant property for disposition/turn in.	10/06
9	CNRFC N4	NAVAIR RBO	Submit WSPD change request.	10/06
10	HS 75 CHWR	CNRFC N3A	Transfer first two aircraft.	10/06
11	HS 75	CNRFC N422C	Inventory and determine disposition of IT/NALCOMIS assets.	12/06
12	HS 75	CHWR	Submit letter to terminate Technical Publication Auto Distribution.	12/06
13	CNRFC N4		Schedule disestablishment of organization code and PUC.	12/06
14	HS 75	CNRFC N3A	Request final disposition of remaining 4 aircraft.	12/06
15	HS 75	CNRFC N42	Request ALSS disposition.	12/06
16	CNRFC N42		Disestablish AAI in SEMS.	12/06
17	CNRFC N41		Submit letter and redistribute SHORCAL.	12/06
18	HS 75 CHWR	CNRFC N3A	Transfer last 4 aircraft.	02/07
19	HS 75	CNRFC N3A	Cease flight operations.	02/07
20	HS 75	CNRFC N3A	Close out aircraft reporting.	02/07
21	HS 75	CNRFC N3A	Close out ETS.	02/07
22	HS 75	CNRFC N3A/42	Implement disposition plan for CMS and other classified materials.	02/07

Enclosure (1)

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23	CNRFC N41		Discontinue stock replenishment.	02/07
24	CNRFC N41		Redistribute supply assets.	02/07
25	HS 75 CHWR	CNRFC N42	Complete final inventory and disposition of tools.	03/07
26	HS 75 CHWR	CNRFC N42	Complete transfer of Support Equipment/ADP/Furniture.	03/07
27	CNRFC N42		Delete DODAC.	03/07
28	NOSC JAX	HS 75	Complete OPTAR reconciliation.	03/07
29	HS 75	CHWR BUPERS 464	Transfer remaining FTS/SELRES personnel.	03/07
30	HS 75		Turn over hangar to NAS Jacksonville.	03/07
31			HS 75 disestablishment complete.	03/07

Note: Lack of character space with the POA&M above makes it necessary to shorten approved abbreviations. This does not imply that these are approved acronyms.

AAI	Aviation Activity Identification
A/C	Aircraft
ADP	Automatic Data Processing (Equipment)
CHWR	Commander, Helicopter Wing Reserve
CMS	Communication Security Material System
CNAFR	Commander, Naval Air Force Reserve
CNRFC	Commander Naval Reserve Forces Command
DODAC	Department of Defense Activity Code
ETS	Engineering Technical Services
FTS	Full Time Support
FY	Fiscal Year
IMRL	Individual Material Readiness List
IT	Information Technology (Equipment)
JAX	Jacksonville
M/S	Milestone
NALCOMIS	Naval Aviation Logistic Command Management Information System
NAS	Naval Air Station
NOSC	Naval Operation Support Center
NAVICP	Naval Inventory Control Point
NMCI	Navy and Marine Corps Intranet
NRPC	Naval Reserve Personnel Center
"O"	Organizational
OPTAR	Operational Target
PERS	Navy Personnel Command
PUC	Permanent Unit Code
RBO	Reserve Business Office
RPD	Reserve Program Director
SELRES	Selected Reserves
SE	Support Equipment

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SEMS
SHORCAL
UAL
WSPD

Support Equipment Management System
Shore Consolidated Allowance List
Unit Action Letter
Weapon System Planning Document

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POINTS OF CONTACT

NAME	OFFICE SYMBOL	PHONE NUMBER / DSN	MAIL AEDRESS	RESPONSIBILITY
CDR Beyer	OPNAV N78	703-695-1668/225	<u>Douglas.Beyer@navy.mil</u>	Helo RO
LT Osborne	NAVAIR PMA 260	301-342-0130/342	<u>Bruce.Osborne@navy.mil</u>	H 60
Mr. Russell	CNRFC N1C1	504-678-5705/678	<u>Jame.Russell@navy.mil</u>	Manpower
AVCM Cruciotti	CNRFC N1C12	504-678-5918/678	<u>John.Cruciotti@navy.mil</u>	Manpower
CDR Fitzsimmons	CNRFC N32A	504-678-1150/678	<u>BrianR.Fitzsimmons@navy.mil</u>	H-60 PM
Ms. Costa	CNRFC N12A	504-678-6310/678	<u>Herminia.Costa@navy.mil</u>	Res Pers
Major Honesty	CNRFC N421C	504-678-5964/678	<u>Honesty.Carter@navy.mil</u>	Helo Maint
AEC Nandi	CNRFC N421C1	504-678-1222/678	<u>Ronen.Nandi@navy.mil</u>	H-60 Maint
Mr. Henry Buice	CNRFC 421C2	504-678-5965/678	<u>Henry.Buice@navy.mil</u>	H-60 Logistics
AVCM Compton	CNRFC N422	504-678-5911/678	<u>Gordon.Compton@navy.mil</u>	Maint MGMT
Mr. David Arceneaux	CNRFC N422B2	504-678-6557/678	<u>David.arceneaux@navy.mil</u>	SE Program Mgr
Mr. Colin Kirkbride	CNRFC N422B11	504-678-5915/678	<u>Colin.kirkbride@navy.mil</u>	METCAL PM
Mr. Mike Jenks	CNRFC N422B14	504-678-1529/678	<u>Mike.Jenks@navy.mil</u>	Helo SE
Mr. Eddie Billings	CNRFC N422C	504-678-4130/678	<u>Eddie.Billings@navy.mil</u>	NALCOMIS PM
Mr. Earl Boswell	CNRFC N411	504-678-6068/678	<u>Earl.Boswell@navy.mil</u>	Logistics Plans
SKCS Rutkowski	CNRFC N412	504-678-5971/678	<u>Tracy.Rutkowski@navy.mil</u>	Logistic
Mr. Steve Vinson	CNRFC N532	504-678-5040/678	<u>Steve.Vinson@navy.mil</u>	Plans/Requireme:
Mr. Mike Palamar	CNRFC N43	321-631-2605	<u>Palamar.michael@navy.mil</u>	Acquisition
LCDR Castro	CNRFC N7	504-678-6425/678	<u>Gabriel.Castro@navy.mil</u>	Training
CAPT Iannone	CHWR	619-545-2667/735	<u>James.Iannone@navy.mil</u>	N00
LCDR Novak	CHWR	619-545-2668/735	<u>James.Novak1@navy.mil</u>	N01
LCDR Gagne	CHWR	619-545-1607/735	<u>Jay.Gagne@navy.mil</u>	N31/HCS PM
LCDR Mitchell	CHWR	619-545-2674/735	<u>Gregory.d.Mitchell@navy.mil</u>	N4
CDR Pevey	HS 75	904-542-4495/x102	<u>William.Pevey@navy.mil</u>	XO
LCDR Coogan	HS 75	904-542-4495/x401	<u>Robert.Coogan@navy.mil</u>	N4
LCDR Hough	HS 75	904-542-4495/x403	<u>Matthew.Hough@navy.mil</u>	MMCO
AMCS Dunn	HS 75	904-542-4495/x404	<u>Willie.Dunn@navy.mil</u>	MMCPO
CMDCM Hutchison	PERS N4012C	901-874-3257/882	<u>George.Hutchison@navy.mil</u>	FTS Detailing

Enclosure (2)